

ARCHITECTURE

1. CROWE, ANDREA
2. JACKSON, STERLING K.
3. WILLINGHAM, RASHARD

Andrea Crowe

1224 University City Blvd
Apt D-41
Blacksburg, VA 24060
(540) 552-0878
acrowe@vt.edu

Objective

Internship in Architecture - Entry Level Architect

Education

Virginia Polytechnic Institute and State University
Blacksburg, VA
1999-Current
Major: **Architecture** & Minor: **Business**
Graduate May 2004

Lord Fairfax Community College
Middletown, VA
1998-99 - Transferred to VT in fall 1999

Shenandoah Valley Christian Academy
Stephens City, VA
Graduated High School - June 7, 1998

Professional Experience

Architect Intern -- Army Corps of Engineers; Winchester, VA

July 2002-August 2002, December 2002-January 2003; Developed basic skills an architect will need in the work arena, as well as, taking part in non-traditional experiences such as interior design. Learned to use a program called MicroStation. Drew details for a general library that all employees could use in their designs. Helped develop and assist in designing projects overseas.

Architect Intern -- Perry Judd; Strasburg, VA

November 1998-1999; Three-month Internship; Used CADD to produce equipment drawings and floor plans; the practical experience gained in the use of this software has reinforced my formal classroom training. Became proficient using AutoCAD, and trainable in the use of MicroStation.

Course Programmer , Administrative Assistant --

Virginia Polytechnic Institute and State University; Blacksburg, VA:

October 2003-Present; Worked for the Institute for Distance and Distributed Learning of Virginia Tech by assisting in developing websites for online course that will be offered to Distance Education students. Also helped instruct a class on QuickTime Virtual Reality course for turning pictures into 3D hands on video clips for students, faculty and future projects.

Financial Advisor Internship -- American Express; Radford, VA

June 2003-August 2003; Interned as an entry level financial advisor. Helped maintain office clientele. Assisted in Financial analysis to prepare clients for financial stability and future retirement. Performed administrative tasks. Interviewed incoming students for positions available at the firm

Work Experience

Virginia Polytechnic Institute and State University; Blacksburg, VA:

Orientation Leader -- for Virginia Tech Freshmen

July 2003; Worked as a leader for Incoming Freshman and parents, made them aware of different opportunities available to them on and off campus.

Administrative Assistant-- Gifts Accounting at Virginia Tech

Fall 2001-Fall 2002; Worked as a secretary assistant working with Matching Gifts and other Financial areas.

First Union Bank, Teller, Winchester, VA

June 2000-December 2001; Developed the effectiveness of organization and time management skills during this work opportunity.

Kmart, Cashier, Winchester, VA

June 1996-2000; Worked in Layaway, Electronics, Garden Shop, Stock, and Automotives; This experience honed my teamwork and interpersonal relationship skills.

Rose Hill Nursing Home, Volunteer, Berryville, VA

Summer 1996; Assisted in planning Adult Activities, aided patients during meals, visitation; Learned the value of diversity during experience which will prove an asset as I design the built environment for people in my career.

Technical Skills**Architecture:**

AutoCAD 4 Years
MicroStation 1 Year
3D Viz 1 Year

Architecture:

Photoshop 3 Years
QTVR Rendering 3 Mths
**Familiar with Others*

Web Design:

Dreamweaver 3 Mths

General:

Microsoft Programs 6 Years

Activities/ Awards

❖ Impact Campus Ministries

❖ Allen-Kittrell Scholarship

❖ Member of AIAS

❖ Allen Christian Fellowship

❖ Habitat for Humanity

STERLING K. JACKSON

2251 Sherman Avenue N.W. Washington, DC 20001
 Permanent- 6622 Wimbledon Trail Rd., Spring, TX 77379

USA
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School Phone (202)612-5659
 Day Phone ((832)452-6922
 Permanent Phone (281)370-4652
 Email skjackson27@aol.com

OBJECTIVE

To obtain an internship that will allow me to apply the philosophies and technical skills that I have acquired in a real world setting while gaining valuable work experience and knowledge so that I can make my contribution to the field of Architecture.

EDUCATION

8/00 - Present

Howard University

Washington, DC

Major: Architecture

- BArch to be completed by May 2005

- CEACS Leadership Conference 2001

COMPUTER SKILLS

Microstation, AutoCad, Architectural Desktop, 3-D Studio Max, Adobe Photoshop, Flash, Plasma, Microsoft Power Point. Sketch-up. Microsoft Excel.

EXTRACURRICULAR ACTIVITIES

National Organization of Minority Architects, American Institute of Architectural Students, NAACP, Intramural Sports

AWARDS/HONORS

Howard University Scholarship Recipient, Best in State for Texas Technology Students Association 2000 competition, Outstanding Student: Architectural Graphics 2000

WORK HISTORY

5/03 - 8/03

Home Design, Rick Hoover

Houston, TX

Worked with a home builder named Rick Hoover. Learned about what goes into the design of residential homes.

6/03 - 8/03

Assistant Math Instructor, ProVision

Houston, TX

Assisted in helping students gain a mastery of mathematics to enable them to be promoted to the next grade level.

5/01-7/01

Teen Camp Counselor, YMCA

Houston, TX

Served as a role model for 11-15 year old kids and provide them with safe fun activities to enhance their self-esteem and growth as individuals.

References upon Request

Rashard Willingham
1314 Randolph Street, NE
Washington, DC 20017
Phone: (202) 526-7324
E-mail: rwillingham10@aol.com

OBJECTIVE

I would like to develop the skills necessary to advance in the field of architecture while creating opportunities for others to advance as well.

QUALIFICATIONS

Fourth year architecture student
Experience in Auto-Cad, Photoshop, and Plasma
Designed and built a shed with a "green roof" with Shaw Eco-village
Designed and built a chest for Pilgrim Baptist Church, in Washington, DC
Educated high school students on the design process and design communication skills such as (elevations, sections, scale, site analysis, plans) with Shaw-Eco Village

EDUCATION

1996-2000 Received Diploma, Jacksonville High School, Jacksonville, NC
2000-2004 Howard University, School of Architecture

EMPLOYMENT

1999-2000 Secretary, Jerome Willingham Attorney at Law
1/01-3/01 Ben's Chili Bowl
6/02-8/03 Lifeguard at Rolling Crest Splash Pool, Chillum, MD
6/03-8/03 Intern as a **Team Leader** for the Shaw Eco-Village: A community based, non-profit organization that does sustainable design projects in the Shaw community of Washington, DC

INTEREST, ACTIVITIES, & AWARDS

Member of the North Carolina Club

Participant in the intramural Football and Basketball Teams at Howard University

Founder and Vice President of the **National Organization of Minority Architecture Students**, Howard University Chapter

Recipient of the Stewards for the **Anacostia River Watershed Award** for the work in sustainable design at Shaw Eco-Village